

ATTACHMENT 5

Prior authorization situational table

The chart below is a breakdown of when providers should submit the Prior Authorization/Birth to 3 Therapy (PA/B3), the Prior Authorization/Spell of Illness Attachment (PA/SOIA), or the Prior Authorization/Therapy Attachment (PA/TA). Providers should refer to their service-specific handbooks for more information on the PA/SOIA and the PA/TA.

Providers are reminded that they are always required to submit a Prior Authorization Request Form (PA/RF) regardless of the attachments they send.

Situation	Therapy services are provided as part of the Birth to 3 (B-3) Program by B-3 agency-contracted providers Which form?	Therapy services are provided outside the B-3 Program Which form?
Initial B-3 eligibility evaluation/assessment.	Submit the PA/B3.	Not applicable.
Services in excess of 35 treatment days per spell of illness (SOI).	Submit the PA/B3.	Submit the PA/SOIA or the PA/TA.
Services provided during the development of a permanent or interim Individualized Family Service Plan (IFSP).	Submit the PA/B3.	Submit the PA/SOIA or the PA/TA.
Services (other than the initial evaluation) not included in the IFSP. (For example, if the child receives speech-language pathology [SLP] services from a non-B-3 SLP provider.)	Not applicable.	Submit the PA/SOIA or the PA/TA.
Services exceed the frequency established in the IFSP. (Frequency must be specific; ranges of time are not accepted. For example, "2 to 3 times per week" is not acceptable.)	Not applicable.	Submit the PA/SOIA or the PA/TA.
Services provided on or after the child's third birthday.	Not applicable.	Submit the PA/SOIA or the PA/TA.
Unlisted (nonspecific) procedure codes.	Submit the PA/SOIA or the PA/TA.	Submit the PA/SOIA or the PA/TA.
Co-treatment.	Submit the PA/SOIA or the PA/TA.	Submit the PA/SOIA or the PA/TA.